

UNION BOARD OF DIRECTORS

UBD Meeting Minutes

February 15, 2023

Members Present: Bella Armenta, Shelby Kennedy, Jenny Kernodle, David Munoz-Sarabia, Santana Pardo, David Brady, Victoria Tucker, Michael Savoie, Christa Coffey, Jeffrey Britain, Brittany Landau, Wendy Denman, Mike Flores, Richard Owens, Molly Orr, Kristina Sesay.

Members Not Present: Asmara Hagos, Grace Moore, Daisy Pulliam, Brady Groppi, James Parrish, Megan Wheeler, Pamela McDonald

UBD Chair, Bella Armenta, called the meeting to order at 12:01pm.

Bella welcomed new members, Shelby Kennedy, the new representative for University Program Council – replacing Em Stuber, and Victoria Tucker, the new representative for Student Government Association – replacing JT Turner.

Bella noted that we are one person short of meeting quorum so will move the approval of January meeting minutes to April. Bella mentioned there were physical copies of January's minutes at the meeting which were also attached to the email reminder.

Bella moved to area representative reports.

Facilities

Mike Flores began with an update on the UU221 renovation project. He reminded that it was previously voted on for UPC/Union Programs to move to this space and wanted to provide a cost estimate. In his presentation, he provided floor plans showing that a main component of the renovation project will be the return and supply air system. The projected budget is \$165,962.03 for construction, \$2,500.00 for telephone/data/risk management, and \$81,059.44 for FF&E and moving plus a 10% project contingency for \$24,952.15. The project total is \$274,473.62.

Mike also provided an update on the replacement of the North Roof. Since the last meeting, he has received quotes from two additional contractors. The original contractor suggested patching the roof, the second contractor suggested replacing all of the roof, and the third contractor suggested installing OSB, an engineer type of material to assist with waterproofing and stability which would be more of a long-term solution. Mike is waiting for the quote.

David Munoz-Sarabia asked if there would be any effect from removing the solar panels during the construction. Mike said no and that we also have the generator if needed.

Shelby Kennedy asked if the third option would affect the timeline for roof replacement. Mike answered they would still plan to do so in the minimester during a 3-week timeline.

David Brady asked for an estimate. Mike said do not have the full estimate but for just the shingles it was approximately \$100,000.

Michael Savoie asked if the contractor would reinstall the solar panels once the roof is completed. Mike said yes and that we would connect with the manufacturer. Michael followed up that it may be a good time to look at updating the panels. Mike agreed and said they would look into that.

Christa Coffey asked a question about the UU-221 renovation and if we knew the process for allocating the space in 345 the UPC/Union Programs would be vacating. Wendy Denman responded that the

Division of Student Affairs would be involved based on some needs but so far she is not aware of any suggested offices.

Finance

Kristina Sesay provided all members with the current budget as of January 30. She stated the Union has received 96% of our revenue and we are currently at about 50% of our expenses. She noted we are doing good in terms of spending for YTD.

Programs

Molly Orr provided information about Union Fest 2023 which will be held on Thursday, March 9. She showed the schedule of events currently on the Union website. She mentioned she is working with Union partners to see if they would like to host an open house or tabling event. Bella asked Molly if yesterday was the deadline. Molly responded that Bella can still submit for SGA.

Conference & Event Services

Richard Owens provided updates on some major events coming up for the Union. The first is the Board of Regents on Thursday, February 16th. He also mentioned Center for Leadership & Service's Eaglethon 2023 that would be happening Saturday, February 18th, Career Center-Human Resources Networking, Thursday, February 23rd, and Fall Preview Day, Saturday, March 4th and March 11th.

Director's Report

Wendy Denman gave an update that in terms of Union Full-Time staff, we currently have four vacancies. Currently doing interviews for two of those positions. Compared to last year when the Union had 15 vacancies, this feels positive for the whole team.

Wendy went on to discuss that Union Budget Managers are currently doing budget presentations. These presentations and input from the managers are utilized to build the larger Union budget. Wendy thanked the Board for approving the \$1 fee increase. The next phase is for the Tuition & Fee committee to approve and they meet in May. Along with the \$1 increase request, Wendy discussed other ways the Union is seeking ways to supplement the budget. Currently, the Union is looking at proposing a price increase for Union spaces as these have not been increased since we opened and were actually decreased in 2018. Wendy also discussed that the Union applied for the UNT Diamond Eagles Society grant and is one of 5 finalists. The project proposed is to renovate the Union Rooftop by covering the slated awnings, adding TVs, and staging. This would help with providing more event space.

Brittany Landau asked about the timeline for the event space price increase and if there was an estimated percentage. Wendy responded that the proposal for the space price increase is being presented to Dr. With and that if approved, the increase wouldn't happen until the fall.

Wendy mentioned that she and Richard are serving as host chairs for the South region of NACAS (National Association of College Auxiliary Services) and the conference overlaps with the April meeting. If there are items that need to be voted on, the meeting date/time will need to adjust. A better idea if that is needed should be known in March.

Chair & Vice Chair Reports

Bella stated that the executive committee consisting of her, David Munoz-Sarabia, Daisy Pulliam, and Wendy Denman would be reviewing the Constitution and Bylaws for any updates.

Action Items

There were no action items today.

Other Matters/Announcements

Bella mentioned SGA Elections are starting. She stated there can be no campaigning on the 4th floor of the Union or by restrooms. If anybody sees them doing so, report to the SGA team.

The next meeting will be **Wednesday, April 19th** at 11:30 a.m. in University Union 401 unless a need for a change as Wendy stated.

Bella adjourned the meeting at 12:29pm.

Respectfully submitted by Molly Orr.